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8 June 1975

MIMUNAADUM FOR: Deputy Director for Intelligence

Deputy Director for Operations

Deputy Director for Science and Technology

FROM: John F. Blake

Deputy Director for Administration

SUBJECT : Agency Speakors at Midcareer Courses

STATINTL

1. The Director of Training has made me aware that during the running of the last three Midcareer Courses they have experienced an abnormally high speaker substitution rate. This is particularly true for Phase I which is conducted at the _______ The statistics are as follows:

Course No.	No. of Speakers Scheduled	Substitutions/ Cancellations	Loss Rate
3 Ü	38	9	231
51	38	9	23%
52	4 2.	8	195

2. While it is understandable that from time to time official demands occur that negate the ability of a speaker to meet his scheduled presentation, I would ask that you urge your officers to make every possible effort to adhere to their scheduled dates.

STATINTL

/s/Join F. Blake

John F. Blake

REFERENCE: DDA 76-2833 - Memo to D/TR fr 7 June 1976	dtd
Original - DDI	
DDA: JFB1ake: der (7 June 1976)	

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